

1 **FINAL**

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3 **MINUTES OF THE COTTONWOOD HEIGHTS CITY**
4 **ARCHITECTURE REVIEW COMMITTEE MEETING**

5
6 **Thursday, November 18, 2010**

7 **6:00 p.m.**

8 **Cottonwood Heights City Council Chamber**
9 **1265 East Fort Union Boulevard, Suite 250**
10 **Cottonwood Heights, Utah**

11
12 ***ATTENDANCE***

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14 **Committee Members:**

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16 Neal Stowe, Chairman
17 Scott E. Chapman
18 Jonathan Oldroyd
19 Robyn Taylor

20 **City Staff:**

21 Brian Berndt, Planning Director
22 Morgan Brim, Associate Planner
23 Kory Solorio, Deputy City Recorder

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25 **BUSINESS MEETING**

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27 Chairman Neal Stowe called the meeting to order at 6:21 p.m.

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29 **1.0 ACTION ITEMS**

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31 **1.1 The ARC will Review and Make a Recommendation on a Proposal from Russ Naylor to Construct a Retail Building Adjacent to the Magic Lube on Fort Union Boulevard. The Property is Located at 7015 South Highland Drive.**

32 Associate Planner, Morgan Brim, displayed the site plan for the proposed retail building at 7014
33 South Highland Drive. Ideas for increasing landscaping, such as shortening the parking stalls,
34 were considered. A suggestion was made to narrow the sidewalk from seven feet to six feet to
35 allow one more foot of landscaping.

36 (18:23:26) The Committee Members were generally complimentary of the changes that had been
37 made to the site plan. The applicant, Russ Naylor, pointed out changes that were made to allow
38 more landscaping room on the corner. A Committee Member felt that the landscaping around the
39 ATM is rather low. He suggested raising it to shield the ATM more. Heights and varieties of
40 shrubs were considered. Clear view requirements and signage issues were also discussed.

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42 A Committee Member asked Mr. Naylor if the parapet would extend back over the top of the
43 existing roof. Mr. Naylor assured him that it would. Several committee members felt that the
44 lube building should be improved to the standard of the new building. Committee Member
45 Taylor, however, believes it would be overly burdensome to require the applicant to stucco the
46 lube building. She would like to see a complimentary color scheme used on the buildings,
47 however.

(18:40:26) *Jonathan Oldroyd moved to recommend approval of the site plan, with the following improvements: 1) Widen the landscape strip along Highland Drive to five feet; 2) Narrow the walk against the building to six feet or move the building back one foot or discuss shortening the parking stall length with the engineers; 3) Provide taller landscaping around the ATM to partially shield it from view; the landscaping should be evergreen or something that still has character in the winter; 4) that a complimentary, but not identical, color scheme be used, to set the buildings apart, while still coordinating with each other; 5) the height of the new building be adjusted so that there is a difference between the buildings; 6) the paint be wrapped around the entire building. Landscaping shall be added to the northeast corner of the Lube Express building. Robyn Taylor seconded the motion. Vote on motion: Neal Stowe-Aye, Scott Chapman-Aye, Jonathan Oldroyd-Aye, Robyn Taylor-Aye. The motion passed unanimously.*

1.2 The ARC will Review and Make a Recommendation on a Proposal by Brian Starkey to Remodel the Exterior and Interior of the Smith's Grocery Store Located at 3470 East 7800 South (Bengal Boulevard).

(18:53:26) Mr. Brim reported that substantial changes have been made to the outside and to the signage. Cory, who represents the applicant, pointed out the changes to the Committee. The parking lot will be resurfaced, as needed. The sidewalk will also be extended to provide more space for merchandise and pedestrians. A stop sign, with paint striping, will be also be added.

(18:56:19) Architectural elevations were displayed. Cory pointed out areas where stone veneer will be added to the building. He also explained some minor changes proposed for the exterior architecture. Some of the exterior will be repainted, and the color scheme was displayed. Very little modifications will be made to the structure of the roof. Some additional equipment will be added to the roof, but Cory believes it will be adequately screened from view by the existing screening. The Committee asked Cory for dimensions of the proposed equipment and for the height of the parapet.

(19:01:40) Mr. Brim advised Cory that color scheme information and materials are not required for a remodel application. Such submissions are permissible, but voluntary. A site plan was displayed. Cory pointed out that the wall at the back of the property will also be painted to match the building. New auto-entry doors will be installed, but the new doors will look much like the existing doors and will be made of the same material.

(19:06:28) A Committee Member asked about interior modifications. Mr. Brim stated that interior changes are not usually reviewed by the ARC, only changes that can be seen from the outside of the store. Another Committee Member asked whether the Committee could recommend landscape islands be constructed in the parking lot. Mr. Brim explained that since the building is only being remodeled, not expanded, such recommendations would be beyond the scope of the application.

(19:11:00) *Scott Chapman moved to recommend approval of the plans as presented. Jonathan Oldroyd seconded the motion. Vote on motion: Neal Stowe-Aye, Scott Chapman-Aye, Jonathan Oldroyd-Aye, Robyn Taylor-Aye. The motion passed unanimously.*

1 **1.3 The ARC will take action and approve meeting minutes from November 18,**
2 **2010.**

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4 *(19:17:20) Neal Stowe moved that the Recorder prepare the minutes and email them to each*
5 *ARC Member. Members will have five days to review the minutes and provide any changes to*
6 *the Recorder. If, after five days, there are no changes, the minutes will stand approved. If there*
7 *are changes, the process will be followed until the changes are made and the Commission is in*
8 *agreement at which time the minutes shall be deemed approved. This procedure will keep the*
9 *minutes current for staff and the public to review. Such will be the standard procedure. Scott*
10 *Chapman seconded the motion. Vote on motion: Neal Stowe-Aye, Scott Chapman-Aye,*
11 *Jonathan Oldroyd-Aye, Robyn Taylor-Aye. The motion passed unanimously.*

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13 **2.0 DISCUSSION ITEMS**

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15 **2.1 The ARC will discuss the 2011 meeting calendar.**

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17 *(19:12:35) Mr. Brim distributed a schedule for the 2011 meetings. He explained that if there is no*
18 *one on the agenda two weeks before the scheduled meeting, he will cancel the meeting and notify*
19 *the Committee Members. Currently, the meetings are scheduled for the third Thursday of each*
20 *month. A Committee Member suggested changing the meeting scheduled for July 21st to avoid*
21 *interference with the holiday weekend. The meeting was tentatively changed to July 14th.*
22 *Mr. Brim suggested that the Committee review the schedule, and then approve it at the next*
23 *meeting.*

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25 **3.0 ADJOURNMENT**

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27 *(19:20:36) Scott Chapman moved to adjourn. Robyn Taylor seconded the motion. Vote on*
28 *motion: Neal Stowe-Aye, Scott Chapman-Aye, Jonathan Oldroyd-Aye, Robyn Taylor-Aye. The*
29 *motion passed unanimously.*

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32 The meeting adjourned at 7:20 p.m.

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2 *I hereby certify that the foregoing represents a true, accurate and complete record of the*
3 *Cottonwood Heights City Architecture Review Committee Meeting held Thursday, November 18,*
4 *2010.*
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11 Teri Forbes
12 T Forbes Group
13 Minutes Secretary
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16 Minutes approved: